

## CIVIL UNION LICENSE APPLICATION PROCESS

You will need the following items before a civil union license can be issued to you:

- Civil Union application which is available in the Town Clerk's office or the web site, you may apply for the marriage license in the Town of your residence or the town where the ceremony takes place, however to avoid confusion for you later, we advise you to get the license in the town where the marriage ceremony will take place.
- The application must be provided to the Town Clerk's Office in order to obtain a civil union license. You must also present the Office with current photo identification – a driver's license, if you are a U.S. citizen and a passport or some other official government photo identification, if you are not a U.S. citizen.
- Both partners must appear in the Town Clerk's Office when applying for a civil union license, in order to take their oaths. It is not necessary for both parties to appear at the same time, if their schedules do not permit it.
- The fee for a civil union license is \$30.00, payable at the time of application. We do not take credit cards or out-of-state checks as payment cash or money orders only.
- The civil union license is only valid for 65 days, from the date of the application to the date of the ceremony.
- You should provide the Town Clerk's Office with the name of the person performing the ceremony or the religious facility where the ceremony will be held.
- The original civil union certificate must be signed and returned to the Town Clerk's Office of the town where the ceremony occurred by the person performing the ceremony.

## CIVIL UNION RESTRECTION

- Applicants must be over 18 years of age or an emancipated minor of the same sex as the other party to the civil union.
- Applicants may not be:
  - Party to another civil union or marriage
  - Under the supervision of a conservator, unless written consent is provided by the conservator.
  - The parent, grandparent, child, grandchild, sibling, aunt, uncle, niece or nephew of the other party to the civil union.

If you have any other questions, please feel free to contact the Town Clerk's Office at (860) 535-2877 ext. 21